Senate approved 10-10-2018

SADDLEBACK COLLEGE – ACADEMIC SENATE

MINUTES

September 26, 2018
2:00 p.m. to 4:00 p.m.
President’s Conference Room AGB 106

Senate Officers:
Blake Stephens, AIA, President Present
Bruce Gilman, Ph.D., Vice President Present
Scott Fredrickson, Vice President Present
Dan Walsh, President Elect/Past Pres. Present
Michelle Duffy, Ed.D., Secretary Present

Advanced Tech & Applied Science (2)
Morgan Barrows Absent
Ken Lee Present
Lori Hoolihan (Alternate) Absent
Ari Grayson (Alternate) Absent

Associate Faculty (4)
Karyn Bower Absent
Sara Gonzalez Present
Dana Jean Smith Absent
Michelle Weckerly Absent

Econ & Wkforce Dev and Bus Science (2)
Don Bowman Absent
Brock Shermerhorn Present

Counseling Services (3)
Maryam Azary Absent
Jan Ventura Present
David Francisco Absent
Laura Tuscano (Alternate) Absent

Community Ed, Emeritus Inst & K-12 (1)
Jill Ibbotson Present
Annie Gilbert (Alternate) Absent
Pam Turner (Alternate) Absent

Fine Arts & Media Technology (3)
Kim Stankovich Present
Barbara Holmes Absent
Maria Mayenzet Present

Health Sciences & Human Services (3)
Jodi Caggiano Present
Carrie Danko (Alternate) Present
Jackie Novak Absent
Barbara Huggins Absent

Kinesiology & Athletics (2)
Deidre Cavazzi (Spring) Absent
Lindsay Steinriede Present
Steve Rosa (Fall) Present

Liberal Arts (4)
Jennifer Hedgecock Present
Femia Scarfone Present
Daniel Barlow Present
Carrie Goulding Present

Math, Science & Engineering (4)
Jonathan Luque (Spring) Present
Jim Repka Present
Jacob Tracy (Spring) Present
Michele Rousseau Present

Online Educat & Learning Resources (1)
Jenny Langrell Present

Social and Behavioral Sciences (4)
Christina Smith Present
Erica Vogel Absent
Caroline Gee Present
Howard Gensler Present
Maureen Smith (Alternate) Absent

Student Equity & Special Programs (2)
Ann Marie Breslin Present
Efren Rangel Present
Michael Hoggatt (Alternate) Absent

Shared Governance Group Representative
Kurt Meyer, Faculty Assoc. Pres. Absent
Darren England, Class. Senate Pres. Present
Maya Fransz-Myers, ASG Stud. Rep Absent

Visitors and Other Guests
Benjamin Peiss, ASG
Kris Leppien-Christensen, SBS Sub. Int. Dean
Tram Vo-Kumamoto, VPI
Rita Soutanian, Dir. Career & Re-entry Center
1. CALL TO ORDER

The meeting was called to order at 2:02pm.

2. INTRODUCE AND WELCOME GUESTS

Carrie Goulding introduced herself as a new senator; Rita Soultanian, Director of Career and Re-entry center, was in attendance.

3. ADOPTION OF AGENDA

Dan Walsh moved to adopt the agenda. Jodi Caggiano seconded the motion. The Academic Senate unanimously approved the adoption of the agenda.

4. ADOPTION OF MINUTES FROM PREVIOUS MEETING

Corrected Darren England’s name on line 255. Kim Stankovich moved to adopt the minutes from the previous meeting with the correction. Jim Repka seconded. The Academic Senate unanimously approved the adoption of the agenda.

5. PUBLIC COMMENTS

Jenny Langrell commented that the Candidate’s Forum was a huge success with members from the community, faculty, and students in attendance.

6. PRESIDENT’S REPORT

(See attached Item 6)

7. ADOPTION OF CONSENT CALENDAR ITEMS

Dan Walsh moved to adopt the consent calendar items. Bruce Gilman seconded. The Academic Senate unanimously approved the adoption of the consent calendar items.

8. OLD BUSINESS

A. Approval of Faculty to sit on Committees

Dan Walsh motioned to approve the Saddleback College Academic Senate Approval of Faculty to Sit on Committees for Senate and Curriculum, amending for attendees’ suggestions on adds, deletions, and edits. Jodi Caggiano seconded the motion. The Academic Senate voted to approve unanimously.
B. BPARs:
Dan Walsh shared that BP/AR 3207 has been in the revision process since January; it is moving forward; the big question now is what the forms will look like; Email risk management if you are concerned about whether or not an activity you have planned falls under this BP/AR.

AR 5300 Academic Record Symbols: Changes from the State included a new category EW (excused withdrawal) that does not count against the student; FW (failing withdrawal) assigned when a student stops attending a course and therefore fails.

BP/AR 6114 Contract Education was provided as information; Lists additional duties that could be compensated.

C. Curriculum Update
Michelle Duffy shared that the current cycle of course and programs revisions are on a tight schedule to make the 2019-2020 catalog. Please be sure to remind department faculty to respond promptly to curriculum inquires to help make the process efficient.

D. Faculty Development Funding Increase
Blake Stephens announced that the increase in faculty development funding will begin in January. Full-time faculty amount increased from $1200 to $1400 and part-time increased from $600 to $700.

E. IT Refresh
Dan Walsh shared that this topic has been addressed at Consultation Council. New projectors and sound systems are a top priority; Jodi Caggiano brought to attention that remote advancing affected auto shutdown and requested that a solution to this be investigated.

E. College Mission Statement
Blake Stephens introduced a proposed change to our current College Mission Statement to say “our diverse student body”; Bruce moved to change “basic” to “essential”; Jennifer Hedgecock moved to adopt the College Mission Statement with amended wordsmithing. Bruce Gilman seconded. The Academic Senate unanimously approved the adoption of the revised College Mission statement.

9. NEW BUSINESS
A. Full-Time Faculty Hiring Prioritization Ranking- Update
Blake Stephens shared the ranking list will be sent out to senators.
B. Promise Program- Update

Juan Avalos shared how the committee has met to discuss the eligibility for cohort #2; The workgroup made a recommendation for the criteria to remain the same, but to be expanded to high schools that do not offer COUN 100 (would be offered online). Entering students will be able to take a class in the summer that counts towards their fall 15 units. Cohort 1 is 269 students and the plan is to expand that number for Cohort 2. Funding for the second year is not covered by the funding and therefore the college needs to figure out how much funding will be needed and where to get it.

C. Saddleback Pathways

Carrie Goulding (Student Success Committee), Kris Leppien-Christensen, and Rita Soultanian shared information about the progress of the Saddleback Pathways Workgroup including their last meeting minutes and a draft of their planning template. This semester the workgroup is tasked with determining the “buckets” or ideal pathways for students. The handouts included a listing of their upcoming meetings and townhalls. Attendance was encouraged for any or all faculty interested in the development of program roadmaps. The goal is to have program pathways developed by the end of the semester.

Dan Walsh inquired about compensation for faculty who are working to develop their pathway; Kris responded that Deans were given a request form for monies and compensation; Check with your Dean to see how/what compensation is being offered.

Fermina inquired as to the process when a student wants to change paths. Kris Leppien-Christensen ensured the pathways are being designed to help students navigate the process. Efren Rangel shared that the work of the pathways project seems to replicate what the counselors are already doing. Kris emphasized that this allows the discipline experts to have a voice in what they feel are the best path(s) for a given career and calls on the counselors as support in the process.

(See attached item 9C)

D. Strategic Enrollment Management Plan

Tram Vo-Kumamoto shared information about the Strategic Enrollment Management Plan. This is a continuous process of 4 phases: 1) Preparation and Data Analysis; 2) Strategies; 3) Enrollment Goals, and 4) Implementation and Continuation. Part of the analysis is to examine our fill rates, productivity and course taking by age groups. SEMP is a data driven look at enrollment to best assess and adapt how we as a college help students comprehensively navigate enrollment.

10. COMMITTEE REPORTS

A. Executive

Bruce Gilman shared on behalf of DWPC that an educational consultant will be hired to work on the Educational Master Plan for the District and both colleges.
B. College/Senate Committees

None.

11. REPRESENTATIONAL AREA REPORTS

Adult Education shared about their upcoming Adult Education “Bridge” Event” on October 3, 2018, from 6 – 9 PM. Geared toward AESL and HSE students, this event includes a meet and greet, campus tour, pizza, prizes, Counseling Presentation, and information about Saddleback College programs and services. (Parking Permit/Info for event distributed)

12. CONSTITUENCY GROUP REPORTS

A. Faculty Association

None.

B. Student Government

None.

C. Classified Staff

Darren England distributed flyers advertising Classified Senate’s campus-wide drive to include all faculty, students and staff in thanking our student veterans with donations of food, gift cards, and/or monetary donations to Saddleback College Foundation (by check: noting Thanksgiving), or online through the foundation at www.saddlebackcollegegiving.org/thanksgiving. Darren also mentioned that helping hands will be needed to assemble gift baskets.

13. ADJOURNMENT –

Blake Stephens adjourned the meeting at 4:03 pm.

DOCUMENTS DISTRIBUTED WITH AGENDA

AGENDA ITEM 4 – 9-12-2018 Minutes for Approval
AGENDA ITEM 6 – President’s Report
AGENDA ITEMS 7A.1 – Proposed Program Revisions for academic year 2018-19
AGENDA ITEMS 7A.2 – Proposed Course Revisions and Deletions for academic year 2019-20
AGENDA ITEMS 7A.3 – Proposed New Noncredit Program for academic year 2019-20
AGENDA ITEMS 7A.4 – Proposed Program Revision for academic year 2019-20
AGENDA ITEMS 7A.5 – Online Addenda
AGENDA ITEM 8A – Approval of Faculty to Sit on Committees
AGENDA ITEM 8B.1 – Drivers for District-Sponsored BP 3207
AGENDA ITEM 8B.2 – District Driver and Vehicle Use Policy AR 3207
AGENDA ITEM 8B.3 – Academic Record Symbols BPAR 5300
AGENDA ITEM 8B.4 – Contract Education BP 6114.12a
AGENDA ITEM 8B.5 – Contract Education AR 6114
AGENDA ITEM 8F – College Mission Statement Review
AGENDA ITEM 9C.1 – Pathways: What We are Learning About Guided Pathways
AGENDA ITEM 9C.2 – Pathways Workgroup Minutes from 9-20-2018
AGENDA ITEM 9C.3 – Planning Template – Saddleback Pathways 9-24-2018
AGENDA ITEM 9D – Strategic enrollment Management Plan

KEYWORDS